FROM THE EXECUTIVE DIRECTOR

We are excited to bring you the latest edition of NEOnet's newsletter, packed with news and updates from our dedicated teams. As the holiday season approaches, we want to take this opportunity to thank you for your trust and collaboration. Our goal is to support you with the latest information and technology trends so that together, we can improve student education through the use of technology. With the start of the new year, I would like to take a few moments to remind everyone of our ongoing commitment to you, our owners, by providing you with our organizational statements.

The organization's purpose is to improve student education through the use of technology, and our mission statement is to provide internet, network, and application service and support.

The NEOnet staff and leadership team believe that;

- Technology can improve student education by enhancing teaching and learning for all students.
- Participating districts' data will be secure.
- Participating districts have the right to accurate information.
- Participating districts have the right to a timely response to their questions from a
- knowledgeable, courteous, and helpful staff.
- NEOnet can provide valuable and cost-effective services to our participating districts.

Finally, our core values, courteous, helpful, knowledgeable, prompt, and concerned, are the foundation for NEOnet's beliefs and actions. These values not only shape our beliefs but serve as a guide for our interactions with our owners so we can provide the support you deserve.

I am pleased to welcome four new staff members to the NEOnet team. Sydney Harrell is the accounts payable specialist; Darrell Newsom Jr. is the desktop support specialist at Maple Heights; Danielle Ola is the new receptionist, and Nick Tysh joins our software development team. Discover more about these employees on the next page of the newsletter, and check the last page for all NEOnet employees' phone numbers and department extensions.

Lastly, I want to express my heartfelt gratitude and best wishes to Diane Leicy, LuAnn Trumpower, and Kathy Peters as they embark on their well-deserved retirements. After 25 years with the company, Diane, our Heartland receptionist, has been a welcoming face, expertly managing meetings and greeting our owners. LuAnn dedicated 43 years, and Kathy gave 20 years of service, both supporting student information and gradebook software. They were renowned as the top SIS support specialists in the state, spending countless hours helping teachers and district staff navigate the software. Their efforts have significantly improved communication and transparency between students, parents, and educators. We are deeply thankful for their contributions and wish them all the best in this exciting new chapter of their lives.

Maintaining open communication with our owners is crucial. As you read through the information in this newsletter, please don't hesitate to contact me if you have any questions, ideas, or district needs to share. You can contact me at 330-926-3902 or **gdovin@neonet.org**. Remember that without you, there would be no NEOnet!   Matthew Gdovin, Executive Director

New Employees

SYDNEY HARRELL, ACCOUNTS PAYABLE SPECIALIST

Sydney Harrell is joining the NEOnet team as an Accounts Payable Specialist. She holds a degree from Kent State University and brings a strong background in project management and customer service to her role. Outside of work, Sydney is passionate about fitness and enjoys coaching classes as a Certified Personal Trainer. In her free time, she loves reading, playing volleyball, and spending time with her friends, family, and her dog.

DARRELL NEWSOM JR., DESKTOP SUPPORT SPECIALIST AT MAPLE HEIGHTS

Darrell Newsom Jr. graduated from the University of Mount Union with a Bachelor of Science in Computer Science. He is currently in the University of Mount Union MBA program, working on his Master of Business in Business and Data Analytics. Prior to NEOnet, he worked as an IT Helpdesk Technician on campus and as a systems manager at Meijer in Alliance, Ohio. Outside of work, he enjoys playing basketball, video games, and puzzles.

DANIELLE OLA, RECEPTIONIST AT THE NEONET FALLS OFFICE

Danielle Ola is an energetic and friendly receptionist with experience providing administrative support and customer service to clients and internal staff. She provides excellent customer service and enjoys building relationships. Her duties include assisting walk-in clients, answering phone lines, scheduling meetings, and helping clients with questions and issues.

Danielle has two amazing children: Cierra, 24, Blake, 15, and Maggie, a 9-year-old Yorkie-Poo. They enjoy anything outdoors: camping, hiking, 4-wheelers, water parks, amusement parks, and the Beach.

NICK TYSH, SOFTWARE DEVELOPER

Nick Tysh is a dedicated programmer who began his journey in 2019 after completing a full-stack web development bootcamp. Since then, he has advanced his expertise with an associate's degree in programming and development from Tri-C, expanding his skills and knowledge. Outside of tech, Nick enjoys quality time with his three cats, Cloud, Missy, and Tiggy. He also loves movie nights, cooking delicious meals, and taking long walks with his wife, savoring life's simple pleasures together.

NEOnet Pursues CISA Grant to Strengthen Cybersecurity Consortium-Wide

CHRIS ZOLLA

NEOnet is excited to announce its application for a CISA Security Grant, aimed at enhancing cybersecurity across its consortium of 59 participants. If funded, this innovative effort aims to bolster defenses with a robust Security Operations Center as a Service (SOCaaS). By combining Centripetal AI for edge protection and Sophos Managed Detection and Response (MDR) for internal monitoring, this initiative delivers a layered security strategy. These solutions will provide proactive monitoring, threat intelligence, and rapid incident response to ensure the safety of network systems and data across the consortium.

Centripetal AI will serve as the first line of defense, fortifying the network edge by blocking threats before they can reach internal systems. Using real-time analytics, dynamic threat filtering, and anomaly detection, this technology minimizes risk and reduces the attack surface. Sophos MDR complements this by monitoring internal systems 24/7, detecting, analyzing, and responding to threats in real-time. Its automated incident response and enhanced reporting ensure minimal disruption and valuable insights into network health and compliance.

To support the deployment and management of these tools, NEOnet will dedicate a cybersecurity specialist to oversee configuration, respond to incidents, and provide ongoing education for consortium members. This role ensures seamless integration of these technologies and helps cultivate a culture of cybersecurity awareness across NEOnet. Together, these efforts represent a significant step toward safeguarding the digital infrastructure of NEOnet and its member organizations.

While we have not yet been chosen for the grant, we are optimistic that our consortium-wide approach highlights a compelling and collaborative proposal that aligns with the grant's objectives. If you have any questions about the grant proposal, please feel free to reach out via email at **zolla@neonet.org**.

Ohio's AI in Education Strategy: Preparing Students for the Future

InnovateOhio spearheaded an effort in collaboration with the AI in Education Coalition to help educators better prepare students for the workforce of tomorrow by launching the Ohio AI in Education Strategy. As AI continues to integrate itself into all aspects of life, it is vital that we prepare students with the skills necessary to thrive in an AI-enhanced world. Some of those in-demand skills include:

- Foundational AI Literacy
- AI Integration Awareness
- Data Literacy
- Critical Thinking and Problem Solving
- Communication and Collaboration
- Adaptability and Continuous Learning
- Emotional Intelligence and Integrity

The strategy's recommendations are for K-12 school districts, Institutions of higher education, and the State of Ohio.
Some of those include:

- Implementing a policy for the use of AI in school districts
- Incorporating AI literacy into Education Preparation Programs
- The Department of Education and Workforce to integrate AI into academic standards

To read the full strategy, visit **InnovateOhio.gov/OHAIStrategy**

CISA Grant: A Transformative Opportunity on the Horizon

ANDY MELICK

This month, we're pleased to share NEOnet's progress in securing the Cybersecurity and Infrastructure Security Agency (CISA) Grant. With a strong and compelling application, we are optimistic about our chances of receiving this unique funding opportunity, which could significantly enhance cybersecurity across our member districts. With 59 entities engaged in this initiative, this grant stands to bring essential resources to our schools, particularly those in resource limited environments. The potential impact is substantial, benefiting thousands of students and staff by strengthening the safety and stability of our collective digital infrastructure.

SCALABLE, EQUITABLE CYBERSECURITY SOLUTIONS

If awarded, this grant would empower NEOnet to implement scalable solutions that address immediate cybersecurity needs while building future resilience. We are committed to ensuring that districts of all sizes receive the support they need. Additionally, the funding would enable us to develop a collaborative data-sharing model, providing our network with insights and the ability to identify and respond to emerging trends.

LOOKING AHEAD

With your support, we envision a more secure future for NEOnet and its members, who are well-prepared to face the challenges of an evolving cybersecurity landscape. We'll keep you informed on our progress and the potential benefits this funding may bring.

THANK YOU FOR YOUR PARTNERSHIP

Thank you to everyone who has contributed to the grant application process. Your support has been invaluable, and we look forward to providing further updates in the coming months. As always, please feel free to reach out with any questions or for additional information at **CISAGrant@NEOnet.org**.

Encryption: Essential for Security

JACOB PETTAY

In an age where data breaches and cyberattacks frequently make headlines, protecting sensitive information has never been more critical. Encryption is a cornerstone of modern cybersecurity, safeguarding everything from personal data to financial transactions. At NEOnet, we aim to keep our staff informed and prepared. Here's what you need to know about encryption and why it's essential to modern technology.

Encryption is the process of transforming readable data into a scrambled format, accessible only to those with the correct decryption key. It acts as a virtual lockbox, securing information from unauthorized access. With encryption, even if cybercriminals intercept data, they can only use it with the proper key to translate that data back into something useful. This makes it a vital tool for protecting sensitive information across industries.

Why do we encrypt data?

- **Data Protection**: Encryption ensures that confidential information —like passwords, financial records, student information, etc. —remains secure.
- **Regulatory Compliance**: Many industries, including ours, require encrypted data to meet strict privacy and data protection standards, such as NIST, HIPAA, or FERPA.
- **Defense Against Cyberattacks**: From ransomware to phishing schemes, encryption minimizes the damage attackers can inflict, even if systems are compromised.
- **Trust Building**: Secure systems foster trust among clients, partners, and employees, enhancing your organization's reputation.

Whether you're managing a small network or large-scale infrastructure, encryption is a fundamental and essential layer of security that cannot be overlooked.

Technology Integration

JULIA TILTON

📑 AI TERMINOLOGY CHEAT SHEET

As artificial intelligence continues to weave itself into our daily routines, understanding fundamental AI terminology is essential for making informed and effective use of these tools. While terms such as "AI" and "generative AI" are frequently used interchangeably, grasping their differences is vital. This resource breaks down key AI concepts, empowering you with the knowledge to navigate and leverage AI confidently. (p.s: generative AI was used to proofread this paragraph 😉)

📄 COVER IMAGES ON GOOGLE DOCS

Interested in making your Google Docs more personalized? Check out cover images on Google Docs! Whether customizing an agenda for a meeting or personalizing an open house flier for parents, cover images can help set the tone for the document by adding relevant visuals, such as the school mascot or school logo. Click the link above to learn how to add these images to your Google Doc!

👀 DID YOU KNOW…

NEOnet offers free online professional development videos to teachers? Teachers can receive **FREE** CEUs for watching professional development videos that are of interest to them on their own time! Teachers can find these videos here or from NEOnet.org → Tech Integration → PD on Demand.

🖥 UPCOMING WEBINARS (HELD EVERY WEDNESDAY, ALSO FREE!)

- December 4: MagicSchool AI
- December 11: Games & Activities for Early-Finishers
- December 18: Top 5 AI Tools for Students

📢 CONNECT WITH US

Email dniessen@neonet.org or jtilton@neonet.org to schedule On-Site EdTech PD at your buildings! We can host custom EdTech PD or pick from our Training Menu. Join the Ohio STEM Teachers PLC to collaborate with other educators around STEM Education and Integration. Follow us on Twitter/X @NEOnetEdTech for the latest updates!

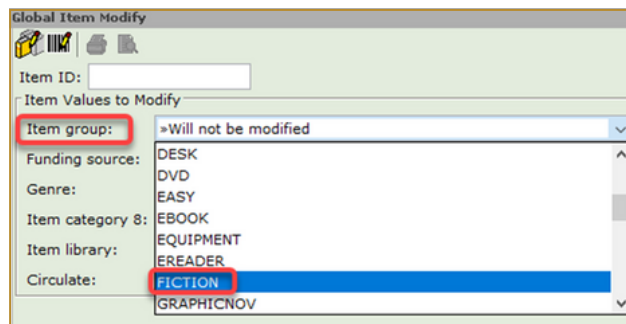🔍 **Keep an eye out for details about NEOtech 2025!** 🔍

Using Global Item Modify to Edit Groups of Items in Sirsi WorkFlows

TAMRA DUGAN

Have you ever wanted to make changes to several records quickly? Maybe you're changing a shelf full of paperback books from the PAPERBACK item group to FICTION, or genrefying your library and adding the ANIMALS genre of hundreds of books. Global Item Modify in the Cataloging toolbar allows you to make these changes simply by scanning the book barcodes.

1. Choose the correct dropdown menu and click the option you're changing the books to (i.e., if changing from PAPERBACK to FICTION, select Item group, FICTION):

2. Click inside the Item ID box to ensure your cursor is there, then scan the barcodes for any items you want to change. The change is made the instant the barcode is scanned. Edited item information will appear below:

If you are doing a large project, feel free to reach out to the library services team via phone (330.926.3900 x601160) or ticket (libraryhelp@neonet.org). We are often able to make mass changes using the server, saving you time.

Global Item Modify is also the recommended method for weeding/discarding large numbers of items. Simply change your Shelf Location dropdown to either WEEDED or DISCARD, then scan the barcodes of the desired items. Once all items are scanned, please open a ticket with NEOnet and ask us to clear your discards. We will provide a shelflist of the items if you need it for your records or board approval, then permanently delete them from WorkFlows.

ELE CORE Area Credit

LIZ KARAKO

For students to meet the Course Completion Graduation requirement, DEW requires each student to take five elective credits. Elective units must include one or any combination of world language, fine arts, business, career-technical education, family and consumer sciences, technology, agricultural education, or additional English language arts, mathematics, science, or social studies courses not otherwise required. The Department of Education has communicated courses coded with an 'ELE' CORE Area for Credit will no longer count towards this number. To assist in reporting elective credits in subject areas, DEW has added 4 CORE Area of Credit codes. They are as follows:

- **ENE**- English when counting as elective credit for state graduation requirements, NOT as part of the 4 English Language Arts credits. (Ex: Yearbook, journalism)
- **MTE**-Math when counting as elective credit for state graduation requirements, NOT as part of 4 Math credits
- **SCE**-Science when counting as an elective credit for state graduation requirements, NOT as part of the three science credits
- **SOE**-Social studies are counting as elective credit for state graduation requirements, NOT as part of the 3 Social studies credits.

DEW has indicated that when a course is reported as an elective credit, it should be reported with the more specific CORE Area for Credit. For example, if a student takes a Business course as an elective, districts will report 'BUS' as the Subject Code in the Core Area for Credit rather than the ELE option.

EMIS CrossCheck includes a check titled "Count of Credit Excluded from Grad Requirements." Districts should use this check to verify whether courses coded as ELE are correctly classified as electives (ELE) that do not count toward graduation requirements or if the district needs to update the code as provided by DEW.

1. Find Course in Search – Select Course Information
2. Find CORE Area for Credit dropdown:

3. Select the correct CORE Area for Credit based on requirements from DEW:

If transcripting occurs before changes are made at the course level, districts will navigate to each student's Transcript record to manually change the courses by:

1. Navigate to Student Transcript record and find the Elective Course that needs changed

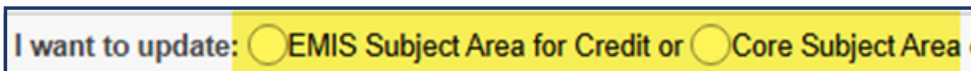2. Navigate to CORE Area for Credit dropdown and select the appropriate option:

ELE CORE AREA FOR CREDIT – HOW TO MASS UPDATE COURSES AND COURSE HISTORY IN FRONTLINE PROGRESSBOOK SIS

Districts can change their current 24/25 courses to updated CORE Subject Area and EMIS Subject Code for Credit values at **Management** > **School Administration** > **Scheduling Administration** > **Course Maintenance** > **Courses** on the **EMIS** tab.

The values have also been made available in prior years. Districts can bulk update the CORE Subject Area AND EMIS Subject Code for Credit values for specific courses that should have been counted as electives. This can be done for manually-entered Course History records and Course History records the students earned in their current district. **Two detailed checklists on this process can be found in the Learning Center.** The steps are also summarized on the following page:

COURSE DATA

1. Navigate to Management > Ad-Hoc Updates > Bulk Course Update.
2. Use the Filters to select courses that need updating and click Preview Courses
3. Pull all years over to the right for **School Years To Update**
4. In the **I want to update** section, choose the EMIS Subject Area for Credit radio button.
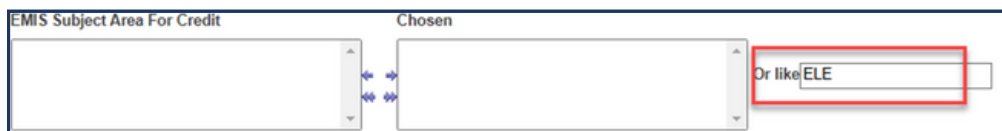
I want to update: ○ EMIS Subject Area for Credit or ○ Core Subject Area

5. Select the new Subject Credit Code that you wish to mass update the value to.
6. Click Update Selected Courses.
7. Repeat the process to Bulk Update the Core Subject Area for the same courses.
8. Repeat the process for any other additional courses and changes in their subject area from ELE.
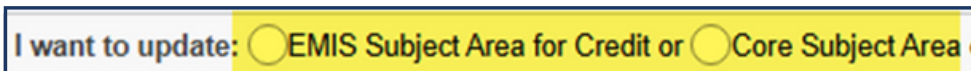
MANUALLY ENTERED COURSE HISTORY DATA

1. Navigate to Management » Ad-Hoc Updates » Bulk Manual Course Update.
2. In the Manually Entered Course School Years filter, select the years to update
3. Click to advance to the Choose originating schools tab, select the desired schools, and move them to the Chosen box.
4. Click to advance to the Course filters tab and EMIS Subject Area for Credit enter Or like ELE.

EMIS Subject Area For Credit   Chosen   Or like ELE

5. Click to Advance to View courses and update records tab.
6. Select the Course History records and the I want to update section for EMIS Subject Area for Credit and the CORE Subject Area.

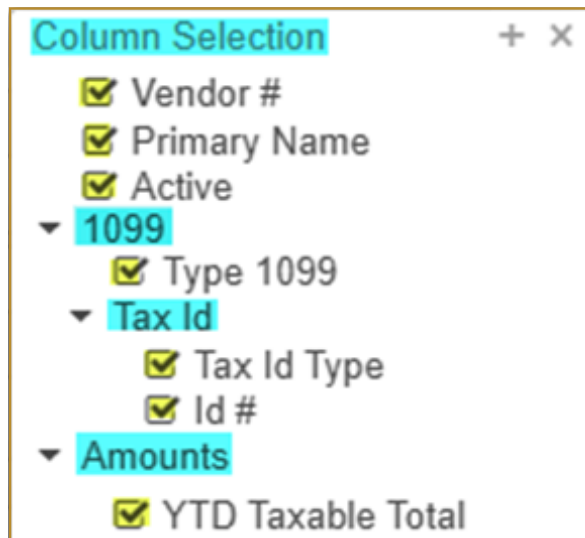I want to update: ○ EMIS Subject Area for Credit or ○ Core Subject Area

7. Select the new Subject Credit Code that you wish to mass update the value to.
8. Click Update Selected Courses.
9. Repeat the process to Bulk Update the Core Subject Area for the same courses.
10. Repeat the process for any other additional courses and changes in their subject area from ELE.

Preparing Vendors for CYE

MICHELLE INGERSOL

It's almost 1099 Time! Let's make sure your vendor information is ready!

The first thing to do is to verify all necessary columns are in the vendor grid. To do this, click the More button under Core > Vendors and checkmark the yellow highlighted boxes under each blue heading:

Once the grid resets, filter by the following values:

Active	Type 1099	YTD Taxable Total
true	<>Non 1099	>599.99

You will have a list of all vendors who will receive a 1099. If the vendor's type is anything other than Non 1099, their Tax ID Type and ID# must be entered.

Vendor #	Primary Name	Active	Type 1099	YTD Taxable Total	Tax Id Type	Id #
		true	<>Non 1099	>599.99		
607	Grizzly's Grub & Supply	true	Non employee compensation	2,587.00	Ein	123456789
14553	Christmas Trees LLC	true	Non employee compensation	2,500.00		
55555	Donald Duck	true	Non employee compensation	862.50	Ssn	987654321

If one or both of these two pieces of information are missing, edit the record and enter the selections:

The 1099s are separated into MISC and NEC, so it is important to double-check that the TYPE 1099 selection is correct for each vendor on the vendor grid as well. This would include making sure those marked Non 1099 are actually Non 1099 vendors.

Next, you will want to verify that the vendor's 1099 address is accurate and updated with any changes within the year. This can be found under locations by clicking view or edit on the vendor grid.

Remember that you must have an IRS **Sign in with ID.me** account to log in and use the program.

We will cover vendor adjustments and vendor merge at the **USAS Calendar Year End Meeting** on Thursday, December 5th!

Payroll and EMIS in Harmony

RACHEL CAUDILL

Keeping up with the necessary updates for EMIS staff reporting certainly makes life easier at submission time. One way to know what needs to be completed is by following through the EMIS Checklists and informational guides found in USPS Documentation. Go to **Help>USPS-R Web User Guide>USPS** and **EMIS Connection**. There, you will find the following tabs full of useful information:

- Staff and Course (L) Submission Checklist
- New Employee EMIS Element Verification
- EMIS Quick Reference Sheet
- EMIS Field Names and Locations
- EMIS Level 1 Errors Explanation

This time of year is especially crucial as you are moving into a new school year with new staff, closing an EMIS reporting period and opening a new one. After all FY24 contract compensations have been paid in their entirety, make sure to go to **System>Configuration>EMIS Reporting Configuration** and update the fiscal year. It is important to have a close working relationship between the payroll office and the EMIS office to communicate when changes are being made, as this determines when reporting information should be pulled. Archiving old compensations, clearing long-term illness, and incrementing experience are all changes that should be taking place at the present time, as well as making sure the State Reporting fields and EMIS Related Information fields are all up to date on the Employee, Position, and Compensation records.

Another helpful tool is the EMIS Report. This can be found by going to **Reports>EMIS Reports**. This is broken down into two reports that can be generated by Employee record or Position record. You may be thinking, "That report is no help at all." The report will only alert you to the employee who has an error but does not let you know what that error is. Don't despair - your ITC will come to the rescue! Simply submit a helpdesk ticket to **fiscalhelp@neonet.org**. The ITC staff can generate a debugging program that will give us a better insight into what may need to be corrected.

Taking the time now to update your records and check for errors will keep everyone smiling at the submission close!

Upcoming eFinancePlus Enhancement: Streamlined SERS/STRS Retirement Time Setup

LISA NASH

We are excited to announce that PowerSchool is planning a significant enhancement to the eFinancePlus system related to the management of SERS/STRS retirement time. While the release timeline for this update has yet to be confirmed, this improvement aims to simplify processes, increase efficiency, and reduce manual workload for districts.

WHAT'S COMING?

1. **Job Class Defaults**: A new "SERS Hours per Day" field will be introduced to the Job Classes menu, enabling default hour values to be set for specific roles. These defaults will streamline setup while remaining customizable at the employee level.
2. **Bulk Processing for New Year Rates**: An enhancement to the "Update New Year Rates" feature will allow bulk application of default hours per day across multiple employees, simplifying your year-end processing.
3. **Improved Retirement Calculations**:
   a. **STRS**: Days will be accurately consolidated across multiple calendars, ensuring clean and precise reporting.
   b. **SERS**: Separate calculations for regular and supplemental time will provide flexibility and prevent overlap, supporting accurate reporting.
4. **User-Friendly Maintenance Pages**: Updates will include intuitive maintenance tools to review and edit retirement time data, whether for specific employees or entire pay runs, making processes faster and more efficient.

HOW THIS WILL BENEFIT DISTRICTS

These enhancements are designed to align with your needs by reducing the manual effort involved in retirement time calculations, improving accuracy, and streamlining workflows.

WORKING TOGETHER FOR A SMOOTH TRANSITION

Once the release date is finalized, we will work closely with each district to ensure a smooth setup process. Your eFinancePlus team will be in touch to provide guidance and outline your next steps for implementation. We are committed to supporting you through this transition to maximize the benefits of these enhancements.

We will keep you updated as more details become available. In the meantime, feel free to reach out with any questions or to discuss how these enhancements might impact your district's operations. Thank you for partnering with us to bring continuous improvements to your systems.

We're here to support you every step of the way!

CONTACT US: 330-926-3900 *Press 0 for the HelpDesk

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